

CONFIDENTIAL**ROUTING AND RECORD SHEET****SUBJECT:** (Optional)

OC-AMD Staff Notes 22-26 July 1985

FROM:**EXTENSION****NO.****DATE****TO:** (Officer designation, room number, and building)**DATE****OFFICER'S INITIALS****COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)**RECEIVED****FORWARDED**

1.

D/CO

1 AUG 1985

1 AUG 1985

2.

DD/CO

1 AUG 1985

1 AUG 1985

3.

C/OPS

2 AUG 1985

2 AUG 1985

4.

~~OC EXA~~

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OC/OL/ISC

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For Archiving

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OC-12448-85-

31 JUL 1985

MEMORANDUM FOR: Director of Communications

FROM:
Chief, Administrative Management Division, OC

SUBJECT: OC-AMD Staff Notes 22-26 July 1985

1. During the week, Panel N had no gains or losses in personnel strength. In Panel D, there were no gains or losses of personnel during the week. Since there were no retirements, resignations or organizational transfers of TCS personnel, the Panel remains at 90 personnel over authorized ceiling. Taking into account all factors that govern Panel D staffing, including those personnel in the training complement, the panel is currently 23 personnel understrength.

2. OSG activities included the processing of six TDY personnel, and one returnee. OC is currently providing 30 Panel D and one Panel N, CONUS-based personnel for TDY support of the Foreign and Domestic Networks.

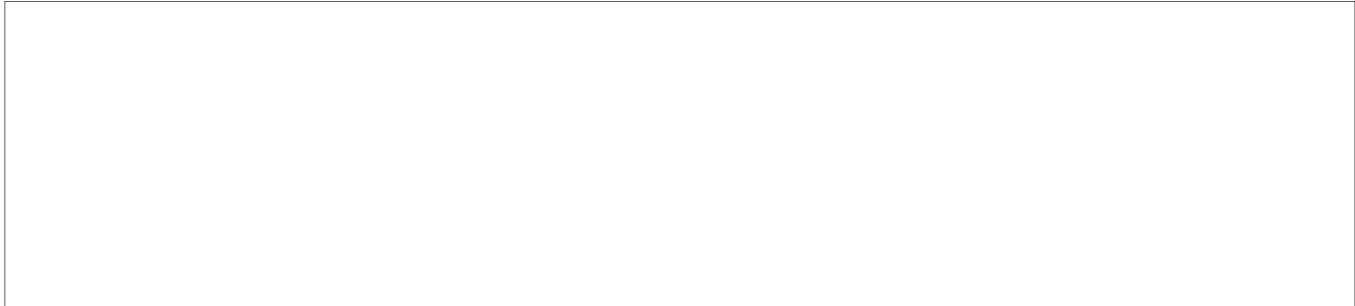
3. A final draft of the Panel MCN Banding paper was processed through OC and sent to the Director of Personnel for approval and implementation.

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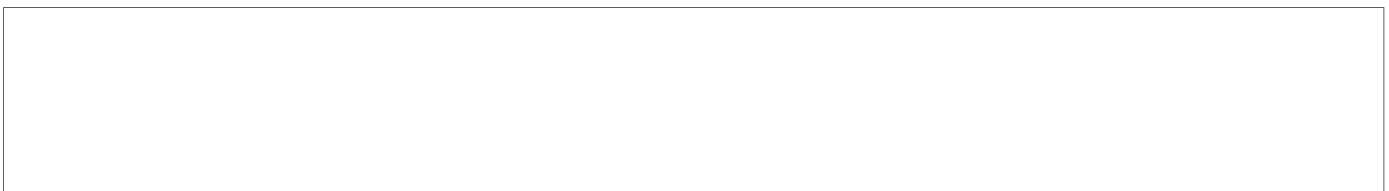
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6. At CS request, a meeting was held on 25 July to discuss the Intelligent Communications Terminal (ICT) plans and projections within the Foreign Networks Division (FND). The meeting was attended by five FND representatives and six CS personnel. This meeting cleared up areas of concern, focused on other areas and items of interest and established needed channels of communications for support for this project.

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8. ESS's mini-SURGE project has been completed. The reconfiguration and expansion of the VHS duplication system is now in place and in limited operation. Some additional systems checks are all that remain. Thanks to the excellent cooperation of the Field Maintenance Division staff in conjunction with a contractor, this major installation was completed in one week.

9. An AG-2100 VHS playback unit and monitor have been delivered to the Emanations Test Facility, OC/CSD/TSD, for tempest testing. Eighty units of this type will be procured and sent to those field stations not included in the initial phase of the program.

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10. Loss of an instructor for a period designated [redacted] resulted in the probability that CS will be unable to provide SPARS training scheduled [redacted] in August as this officer represented 50 percent of the CS SPARS capability.

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25X1 11. Scripting of the PRT-250 overview/training video program
has been completed and will be forwarded to [] SAG,
for review.

25X1 12. With the departure of [] the TTD department
is now operating with 50 percent of the assigned manpower. Messrs.
25X1 [] are providing CRAFT hardware training at
25X1 overseas locations. [] is providing UES support to
25X1 [] will be leaving the CS on 13 September.

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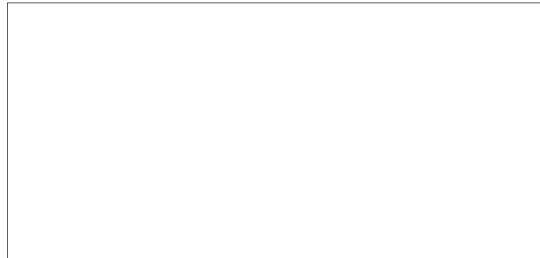
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25X1 22. At the request of [redacted] O/DA/EEO, [redacted]
25X1 CDTG/CDB, and [redacted] OC/EEO, attended the National Urban
League Conference at the Sheraton Hotel in Washington, D.C. on
23 July and helped tend the Agency's booth in the Job Opportunity
Showcase exhibit hall. Flyers and applications were available for
any serious prospective applicants.

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